

DELTA CHI

FRATERNITY

OFFICER DESCRIPTION: RECRUITMENT CHAIR

FROM DELTA CHI LAW:

- Each undergraduate chapter is expected to have a minimum of either 30 initiated members or a number of initiated members equal to or higher than the average number for fraternities on campus for that chapter, whichever is less, to be in good standing.

WHAT DOES THAT ACTUALLY MEAN?

- Plan, organize, and coordinate a year-round recruitment strategy.
- Maintain a current and up-to-date list of prospective members and ongoing statistical information regarding bid offers, acceptance, and retention, preferably through utilizing ChapterBuilder.
- Be aware of and inform the chapter/provisional chapter of all college/university and Interfraternity Council (IFC) recruitment rules.
- Help the chapter/provisional chapter develop its own set of specific membership criteria that aligns with the mission, vision, and values of Delta Chi.
- Hold recruitment workshops to inform and discuss with all chapter/provisional chapter members information pertaining to recruiting and promoting the fraternity.
- Coordinate a communication plan with potential members, including overseeing the preparation of recruitment publications and other materials related to recruitment, and sufficiently informing potential members of the academic standards, financial obligations, and values of Delta Chi.
- Encourage the participation of all chapter/provisional chapter members in the recruitment process and recruitment events.
- Acknowledge all members, including alumni, who send recruitment recommendations and notify them of the outcome of their referral.
- Chair the Recruitment Committee and meet regularly with the ABT Recruitment Advisor.
- Meet with Interfraternity Council Recruitment Officer or other campus governing council peer officers as needed.
- Attend annual officer transition retreat and chapter retreat.
- Work with fellow chapter/provisional chapter executive board officers and chairs to develop action plans for the chapter/provisional chapter.
- Prepare and organize transition materials, and save all materials to an online cloud/database prior to transition.
- Attend the January Regional Leadership Academy event.
- Attend applicable risk management webinars.